



**CHIPPENHAM  
TOWN COUNCIL**  
Improving the quality of town life

29 July 2021

To Councillors:

Clare Cape (Vice)  
Robert Giles  
Andy Phillips  
David Poole  
Chris Ruck  
Matthew Short

Bill Douglas  
Gemma Grimes (Chairman)  
Nina Phillips  
Nic Puntis  
John Scragg  
Hayley Wilson

Meeting of the Planning, Environment & Transport Committee - Thursday 05 August 2021

Dear Councillor

You are summoned to attend a meeting of the Planning, Environment and Transport Committee to be held in the Neeld, High Street, Chippenham on Thursday 05 August 2021 commencing at 7pm for transaction of the business given in the Agenda attached.

Please note members of the public are invited to address the council at this meeting at 7pm. Members of the public are requested to send their public question to [enquiries@chippenham.gov.uk](mailto:enquiries@chippenham.gov.uk) by 12pm on the day before the meeting and confirm whether they will be in physical attendance or require an officer to read out the question on their behalf. Priority of physical attendance at a Council meeting will be given to the press and those who have sent their public question in advance and will read it out, remaining seats will be allocated on a first come first served basis.

Alternatively, anyone who wishes to watch the meeting only can do so via this link:  
<http://youtube.com/channel/UCLhKQ0VMR7-mu7GvGYO3uGg/live>

Yours faithfully

Mark Smith MBA LLB (Hons) CMgr FCMI FSLCC  
Chief Executive

All council meetings are open to the public and press

### RECORDING OF PUBLIC COUNCIL MEETINGS

Recording and using social media is permitted at Council meetings which are open to the public. Please note that this meeting will be live streamed to YouTube and will remain there in the public domain for a period of 6 months.

### 7pm - PUBLIC QUESTION TIME (not to exceed 30 minutes)

The public are welcome to make representations, ask questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda.

To aid the meeting process, Chippenham Town Council ask members of the public to email their questions to [enquiries@chippenham.gov.uk](mailto:enquiries@chippenham.gov.uk) no later than 12pm on the day before the meeting.

Any individual representation is limited to no more than 3 minutes. The Chairman will call the representation from those who are indicating that they wish to speak; written representations can also be received in advance of the meeting. A record of any public participation session shall be included as an appendix to the minutes.

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## Agenda

Planning, Environment & Transport Committee meeting - Thursday 05 August 2021

- |  | Wards affected | Page no. |
|--|----------------|----------|
| 1.   |                |          |
| <b><u>APOLOGIES FOR ABSENCE</u></b>  |                |          |
| To receive apologies for absence.  |                |          |
| 2.   |                |          |
| <b><u>NOTIFICATION OF SUBSTITUTION</u></b>   |                |          |
| To receive any notification of substitution made to the Chief Executive.   |                |          |
| 3.   |                |          |
| <b><u>DECLARATION OF INTEREST</u></b>  |                |          |
| All Members of the Town Council are reminded to declare any pecuniary or non-pecuniary interests they may have in any business of the Council, its Committees or Sub-Committees, in accordance with the latest approved Code of Conduct. |                |          |
| Members are reminded to declare any dispensation granted in relation to any relevant matter.   |                |          |

4. **MINUTES**

To approve as a correct record and to sign the draft minutes of the meeting held on Thursday 15 July 2021. Minutes require a proposer and seconder for approval (attached separately).

5. **CHAIRMAN'S ANNOUNCEMENTS**

To receive any announcements from the Chairman.

Items 6-7 to consider

6. **PLANNING APPLICATIONS**

All 4

i) To consider planning applications, as attached, submitted to Wiltshire Council and to submit observations.

ii) To consider whether any applications should be 'called-in' for consideration by the Northern Area Planning Committee, nominate a member of the Committee to attend and make a recommendation to the Wiltshire Council Ward Member.

7. **CHIPPENHAM COMMUNITY AREA TRANSPORT GROUP (CATG): HIGHWAY IMPROVEMENT/METRO COUNT REQUESTS**

L&R  
H&C  
Pewsham  
All  
Hardenhuish &  
Monkton 7

To consider a report on the above from the Head of Democratic Services (copy attached).

8. **ITEMS FOR COMMUNICATION**

To consider any items for communication and any items to be consulted with the Youth Council.

9. **DATE OF NEXT MEETING**

The next meeting of this Committee will take place on Thursday 26 August 2021 at 7pm.

**PLANNING APPLICATIONS - 05 August 2021**

Planning applications listed below can be viewed on Wiltshire Council's website by clicking on the individual application numbers.

Application No.	Address/Description	Ward
<a href="#">PL/2021/06582</a>	<b>Consent under Tree Preservation Orders</b> Land to the rear of 13 Queens Crescent, Chippenham, SN14 0NF T1 Beech - Reduce to an 8m monolith just below the first main fork. Replant with one standard Beech within same area. Large Polyporus squamosus bracket located on main stem causing white-rot decay with the potential of stem fracture.	Cepen Park & Hunters Moon
<a href="#">PL/2021/06724</a>	<b>Notification of proposed works to trees in a conservation area</b> 45A The Butts, Chippenham, SN15 3JS Arizona Cypress (T1) - crown-raise to maximum 4 metres from ground level Honey Locust (T2) - fell.	Hardens & Central
<a href="#">PL/2021/06219</a>	<b>Householder planning permission</b> 22 Middlefield Road, Chippenham, SN14 6GY Alteration to existing outbuilding to become annex	Cepen Park & Derriads
<a href="#">PL/2021/06001</a>	<b>Removal/variation of conditions</b> Rowden Park, Patterdown Road, Chippenham, Wiltshire Variation of Condition 1 of 17/08786/REM Relating to Approved Plans	Lowden & Rowden
<a href="#">PL/2021/06223</a>	<b>Householder planning permission</b> 4 Avonmead, Chippenham, SN15 3PP Attic conversion plus single storey rear extension. Attached garage.	Monkton
<a href="#">PL/2021/06146</a>	<b>Removal/variation of conditions</b> 17 St Mary Street Chippenham SN15 3JN Variation of condition 2 on application 21/00293/FUL - New Garden Room to Rear of Property and Conversion of Attached Outbuilding into Annexe.	Hardens & Central
<a href="#">PL/2021/06145</a>	<b>Listed building consent (Alt/Ext)</b> 17 St Mary Street Chippenham SN15 3JN New Garden Room to rear of property and conversion of attached outbuilding into Annexe.	Hardens & Central
<a href="#">PL/2021/06307</a>	<b>Consent to display an advertisement</b> Bath Road Retail Park, Bath Road, Chippenham, SN14 0AT Proposed 1 no. illuminated digital totem sign, 2 no. D6 Elonex Digital Signs and 1 no. D48 Elonex Digital Signs.	Sheldon

<a href="#">PL/2021/06830</a>	<b>Consent under Tree Preservation Orders</b> Greenways Business Park, Bellinger Close, Chippenham, SN15 1BN G29 - Poplar, Maple, Ash, Oak and Silver Birch thin group x 15%. G32 - Ash, Maple and Silver Birch :crown lift - 3.5 meters and prune back from building, 3x small Silver Birch fell. Trees overhanging car park areas and access road branches coming into contact with buildings.	Hardenhuish
<a href="#">PL/2021/05460</a>	<b>Householder planning permission</b> 150 Wood Lane, Chippenham, SN15 3EE Hip to gable roof extension to include conversion of roof space and dormer extension to rear roof pitch. Infill ground floor extension and reconfiguration to existing fenestration.	Hardens & Central
<a href="#">PL/2021/06546</a>	<b>Householder planning permission</b> 18 East Yewstock Crescent, Chippenham, SN15 1QR Replace existing conservatory with single storey flat roofed garden room.	Hardenhuish
<a href="#">PL/2021/06527</a>	<b>Householder planning permission</b> 2 Sandes Close, Chippenham, SN15 2NH Proposed rear extension & first floor room over garage	Lowden & Rowden
<a href="#">PL/2021/06584</a>	<b>Listed building consent</b> 29 High Street, Chippenham, SN15 3HA Part Replacement of Banking Hall Floor Slab to combat damp issues.	Hardens & Central
<a href="#">PL/2021/06639</a>	<b>Householder planning permission</b> 2 Ladyfield Road, Chippenham, SN14 0AJ Erection of single and two storey extensions to dwelling including removal of existing rear lean-to detached garage and outbuilding and associated works.	Sheldon
<a href="#">PL/2021/06689</a>	<b>Full planning permission</b> Unit 3B, Hathaway Retail Park, Foundry Lane, Chippenham, SN15 1JG External alterations to unit	Hardens & Central
<a href="#">PL/2021/07038</a>	<b>Householder planning permission</b> 7 Lady Coventry Road, Chippenham, SN15 3NE Two storey extension to rear and single storey extension to front of property.	Monkton
<a href="#">PL/2021/06654</a>	<b>Prior approval Part 3 Class O: Offices to dwellinghouses</b> 5A Market Place, Chippenham, SN15 3HD Notification for Prior Approval under Class O for a Proposed Change of Use from Offices to Residential (Use Class C3) to Form 6 No. Self Contained Apartments	Hardens & Central
<a href="#">PL/2021/06879</a>	<b>Householder planning permission</b> 20 Wicks Drive, Chippenham, SN15 3FN Demolition of existing conservatory and construction of a single storey rear extension.	Pewsham
<a href="#">PL/2021/06742</a>	<b>Householder planning permission</b> 134 Sheldon Road, Chippenham, Wilts, SN14 0BZ Two storey rear extension	Sheldon

<a href="#">PL/2021/06936</a>	<b>Householder planning permission</b> 41 Rowden Road, Chippenham, SN15 2AU Single storey rear extension.	Lowden & Rowden
<a href="#">PL/2021/06650</a>	<b>Listed building consent</b> 7 Greenway Park, Chippenham, SN15 1QG To remove internal walls between the two pantries and the kitchen to incorporate the features of the pantry's within a larger kitchen	Hardenhuish
<a href="#">PL/2021/06998</a>	<b>Consent to display an advertisement</b> Currys LTD, Bath Road, Chippenham, SN14 0AT 2No econoflex face signs - illuminated 5No econoflex face signs - non illuminated 2No flat acm panel - non illuminated 2No contra vision vinyls 1No digitally printed icons - manifesation dots 4No digitally printed door vinyls 4No Frosted Vinyl lettering	Sheldon
<b>Amended Plans</b>		
<a href="#">PL/2021/03144</a>	<b>Householder planning permission</b> 8 Thomas Mead, Chippenham, SN15 3YS Proposed first floor extension to form master bedroom & enlarge existing bedroom	Pewsham <i>(on website as Hardens and England - Historic)</i>
<a href="#">21/01804/FUL</a>	<b>Full planning permission</b> 27 King Alfred Street, Chippenham, SN15 1NP The erection of a two-storey side/rear extension and single-storey rear extension. The single-storey extension will replace an existing flat roof extension and conservatory. An existing garage will be demolished to facilitate the construction of the new two-storey extension.	Hardenhuish
<a href="#">PL/2021/04418</a>	<b>Householder planning permission</b> 130 London Road, Chippenham, SN15 3BA Single storey rear extension together with loft conversion and repositioning of boundary wall and change of use of landscaping area to residential curtilage.	Hardens & Central
<a href="#">PL/2021/06802</a>	<b>Amendment to Planning Permission 21/02156/FUL for the 'erection of a detached garage'</b> Sycamore House, 16 Hardenhuish Lane, Chippenham, SN14 6HN Erection of a detached garage (Amendment to 21/02156/FUL)	Cepen Park & Derriads
<a href="#">PL/2021/06965</a>	<b>Householder planning permission</b> 55A Audley Road, Chippenham, Wilts, SN14 0EJ Proposed ground floor rear extension (Amendment to planning permission <a href="#">19/08109/FUL</a> )	Lowden & Rowden



## Agenda Item 7

Meeting	Planning, Environment & Transport Committee
Date	05 August 2021
Report Title	Chippenham Community Area Transport Group (CATG): Highway Improvement/Metro Count Requests
Written by	Heather Rae, Head of Democratic Services

### 1.0 PURPOSE OF REPORT

- 1.1 Councillors are asked to consider Highway Improvement/Metro Count Requests which have been submitted to the Town Council for consideration. If supported, the requests will be forwarded to Wiltshire Council for consideration by the Chippenham Community Area Transport Group (CATG).

### 2.0 INTRODUCTION AND BACKGROUND INFORMATION

- 2.1 For each request Councillors are asked to consider:
- Is the request supported?
  - Are there any comments regarding the request?
  - If the request is not supported, what is the reason?

### 3.0 HIGHWAY IMPROVEMENT/METRO COUNT REQUESTS FOR CONSIDERATION

The following requests have been received and information has been taken from the completed Highways Improvement/Metro Count Request Forms (with additional information added to aid discussion).

#### 3.1 CTC Ref 029 - White Verge Marker Posts

**Location:** Lowden Grass Verge (in front of 1-5 Pavely Close)  
**Ward:** Lowden & Rowden

#### Nature of Issue:

Lorries and Vans park on the grass verge edge and on many occasions large lorries have carved up the grass and soil on the corner of the grassed area, making large indentations, causing mud all over the road. The grass has only just come back, due to action I took with large stones being placed inset from the curb, painted bright white. I also have continually mowed this area, as to not cause an issue with the Council mowing team.

These stones have been removed by the Council. A lot of the neighbours have appreciated the neat and tidy verge that had become of what I have done.

How long has it been an issue? 16 years

What would you like done to resolve this issue?

As per the email from the Council, we would like to apply for small verge marker posts to safeguard the nice grassy verge that we had come to appreciate. A deterrent is needed to stop the drivers (who do not live in this area) driving their lorries and vans on the Council grass area which is appreciated by neighbours and walkers alike. We would like the small verge marker posts purchased and installed by the Council please.

Have you been in touch with your local Wiltshire Councillor? Yes

### 3.2 CTC Ref 030 - Westmead Activity Centre Signage

Location: Westmead field, Westmead Lane, Chippenham  
Ward: Hardens & Central

Nature of Issue:

Chippenham Borough Lands Charity are building an Activity Centre on Westmead field, at the end of Westmead Lane, Chippenham. The facility is designed for residents of Chippenham but will attract visitors from much further afield to use the state-of-the-art climbing facilities, and skate park. We are encouraging visitors to travel by public transport, and for local residents to travel by foot/cycle. We are not seeking 'brown signs' as we understand this applies only to rural facilities. We wish to use directional signage within the town both for pedestrians arriving by bus/train/foot and also signage to the nearest car parks. We don't want car users to drive down Westmead Lane only to find they have to turn round again for a car park (disabled only car parking is available on site), and we don't want them driving round Chippenham searching for the site.

How long has it been an issue? We are planning this in advance of the facility opening in early 2022

What would you like done to resolve this issue?

We are seeking Council support to put up signage within Chippenham town both for vehicles and pedestrians wishing to use the Westmead Activity Centre. We are happy to discuss the precise location and design of these.

Have you been in touch with your local Wiltshire Councillor? Yes, Cllr Liz Alstrom fully supports the application and hopes that CATG also support the request so that the new centre is easy to find for residents and visitors alike. I have spoken/emailed both Councillor Liz Alstrom and Cllr Adrian Foster. They both recognise the need for good, clear signs in the town for pedestrians and road traffic alike.



### 3.3 CTC Ref 031 - Bishop Close Speed Bumps/Signs

Location: Bishop Close  
Ward: Pewsham

#### Nature of Issue:

We urgently need speed reduction measures, such as speed bumps, signs etc. Delivery vans and cars are driving extremely fast in this street!

How long has it been an issue? Always

What would you like done to resolve this issue?

Speed bumps, signs.

Have you been in touch with your local Wiltshire Councillor? Yes

### 3.4 CTC Ref 032 - Hedgehog Signs

Location: Chippenham  
Ward: All Wards across the town.

#### Nature of Issue:

Within Chippenham we have a reasonably healthy population of hedgehogs, but in general they are in sharp decline and are listed as "Vulnerable" on Britain's red list of mammals. According to the latest State of Britain's Hedgehogs report, numbers have fallen by up to 30% in urban areas and 50% in rural areas since the Millennium. The reasons their numbers are decline are varied: habitat destruction/fragmentation, the use of pesticides, lack of food, injuries and notably, road casualties.

How long has it been an issue? Since car numbers increased so much, probably the past 30-40 years or more.

What would you like done to resolve this issue?

Many residents already have hedgehog houses in their gardens, and put food and water down (see <https://www.facebook.com/groups/1148043185624806>), but I would like to try to help them further. I would like this type of sign <https://www.gov.uk/government/news/new-road-sign-to-improve-road-safety-and-protect-animals> installed on main roads and in some side streets (which I have identified in consultation with residents) across the town, to make people more mindful of hedgehogs as they drive around Chippenham. The information consultation I conducted with residents across the town received a very positive response.

Have you been in touch with your local Wiltshire Councillor? Yes

### 3.5 CTC Ref 033 - Poor Visibility Junction of Hill Corner Road

Location: The junction of Hill Corner Rd and the B4069  
Ward: Hardenhuish & Monkton

#### Nature of Issue:

There is poor visibility for drivers looking at oncoming traffic from the right hand side at the junction when turning from Hill Corner Rd onto the B4069. The overall visibility to the right (towards the town centre) for traffic exiting Hill Corner Road can be challenging due as drivers aren't able to see very far down the road. Additionally, cars can travel at fast speeds, increasing the risk of pulling out. The view is compromised by the large conifer hedge on the nearside, however, trimming the hedge back could raise some aesthetic issues and could be disputed by local residents. I have applied for a parabolic mirror to increase visibility but this application was denied and I've since been advised on the range of possible issues in installing parabolic mirrors.

How long has it been an issue? 6 year+

What would you like done to resolve this issue?

I've been in contact with Head of Services employee of Wiltshire council for advice on how best to increase road safety at the junction. Martin was kind enough to provide these suggestions and he estimated the total cost of the improvement would be approximately £1000.

The road width on the B4069 at its junction with Hill Corner Road is approximately 7.6m. Adjustment to the warning lines in the centre of the road would allow the give way markings to be moved forward from their current position by approximately 300-400m, which would improve visibility to approaching traffic by as much 25 - 30m. Edge line markings on the main road (nearside) would help position northbound traffic on the B4069, away from the nearside and closer to the centre of the road to avoid the potential for collisions with waiting side road traffic.

When Martin went to the site to investigate he observed some of the drivers on the main road leaving Chippenham are unaware of the presence of the Hill Corner Road junction and were looking towards the 50mph limit and the new roundabout, rather than observing the presence of side road traffic. Therefore, I propose in conjunction with the changes to the give way markings, is the provision of a new junction warning sign with a 'reduce speed now' supplementary plate, and a 'SLOW' road marking could also be used for added impact.

Have you been in touch with your local Wiltshire Councillor? Yes

## 4.0 CONTRIBUTION TO CORPORATE PLAN PRIORITIES

4.1 Working collaboratively with Wiltshire Council regarding Chippenham Community Area Transport Group (CATG) Highway Improvement/Metro Count Requests will contribute to the following corporate priorities:

- i) Corporate Priority 1 - Provide facilities and services which support and develop a well-connected town, which promotes health and wellbeing.
- ii) Corporate Priority 2 - Take an active role in the future development of Chippenham through collaboration with partners and stakeholders.

## **5.0 STAFFING IMPLICATIONS**

5.1 There are no staffing implications.

## **6.0 FINANCIAL IMPLICATIONS**

6.1 Wiltshire Council expect a commitment of 25% match funding from the Town Council for any approved schemes. Metro Count requests do not incur a charge.

6.2 The PET budget supports Sustainable Transport & Environmental Projects. The capital budget for this financial year (2021/22) available to spend is currently £9,942.

## **7.0 LEGAL IMPLICATIONS**

7.1 There are no legal implications.

## **8.0 RECOMMENDATION**

8.1 That Councillors consider the following Highway Improvement Requests:

- CTC Ref 029 - White Verge Marker Posts
- CTC Ref 030 - Westmead Activity Centre Signage
- CTC Ref 031 - Bishop Close Speed Bumps/Signs
- CTC Ref 032 - Hedgehog Signs
- CTC Ref 033 - Poor Visibility Junction of Hill Corner Road